

# Send File Page

- This page allows you to send a text file of your file maintenance to DOR.





## TRIP External (Full Access)

**File Maintenance:** Allows you to establish new debts, change the balance of an existing debt, or change the name and address of an existing debt.

**View/Receive Files:** Allows you to view or download an agency's file maintenance, balance verification or posting notice files, or generate an account inventory.

**Send File:** Allows you to send a file to DOR.

**Taxpayer Debt Summary:** Allows you to query and get the taxpayer debt information.

**Request Authorization:** Allows you to request authorization for additional members of your staff to select agencies.

**FAQ's:** Displays information about DOR's refund interception program and contains a list of frequently asked questions.

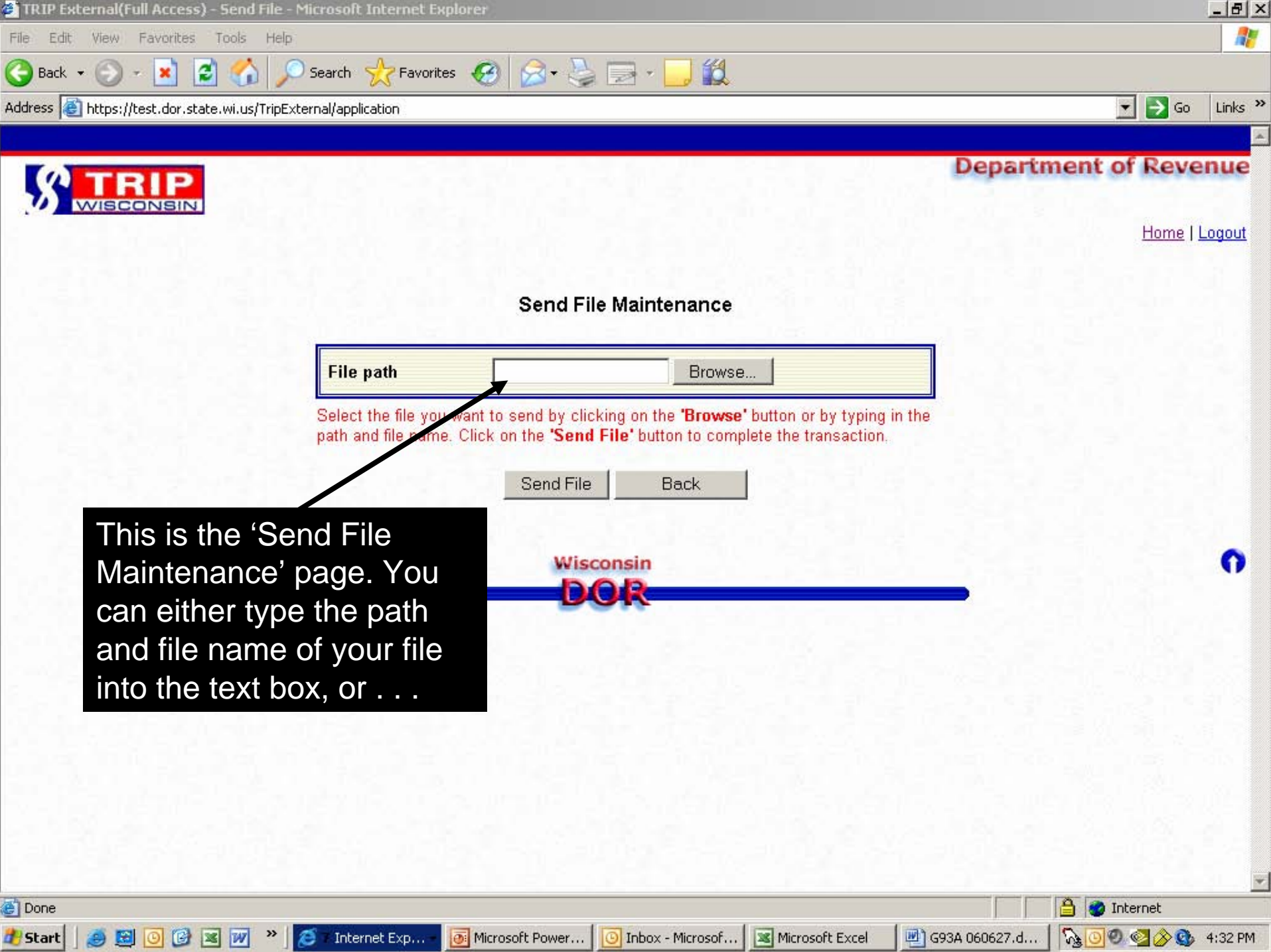
**Logout:** Logs you out from the TRIP External (Full Access) module.

[File Maintenance](#)[View/Receive Files](#)[Send File](#)[Debt Summary](#)[Request Authorization](#)[FAQ](#)[Logout](#)

## Messages

[TEST 1 MODIFIED\(05/17/2006\)](#)[NEW LEGISLATION\(04/21/2006\)](#)[TEST 3\(04/21/2006\)](#)[TEST 4 MODIFY AGAIN\(04/21/2006\)](#)[TEST 2\(04/21/2006\)](#)[THOSE THAT SHALL NOT BE NAMED  
\(04/21/2006\)](#)[NO DOGS ALLOWED\(04/19/2006\)](#)

Click on the 'Send File'  
button to go to the 'Send File'  
page.



TRIP External(Full Access) - Send File - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites

Address <https://test.dor.state.wi.us/TripExternal/application> Go Links

**TRIP WISCONSIN**

Department of Revenue

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### Send File Maintenance

**File path**

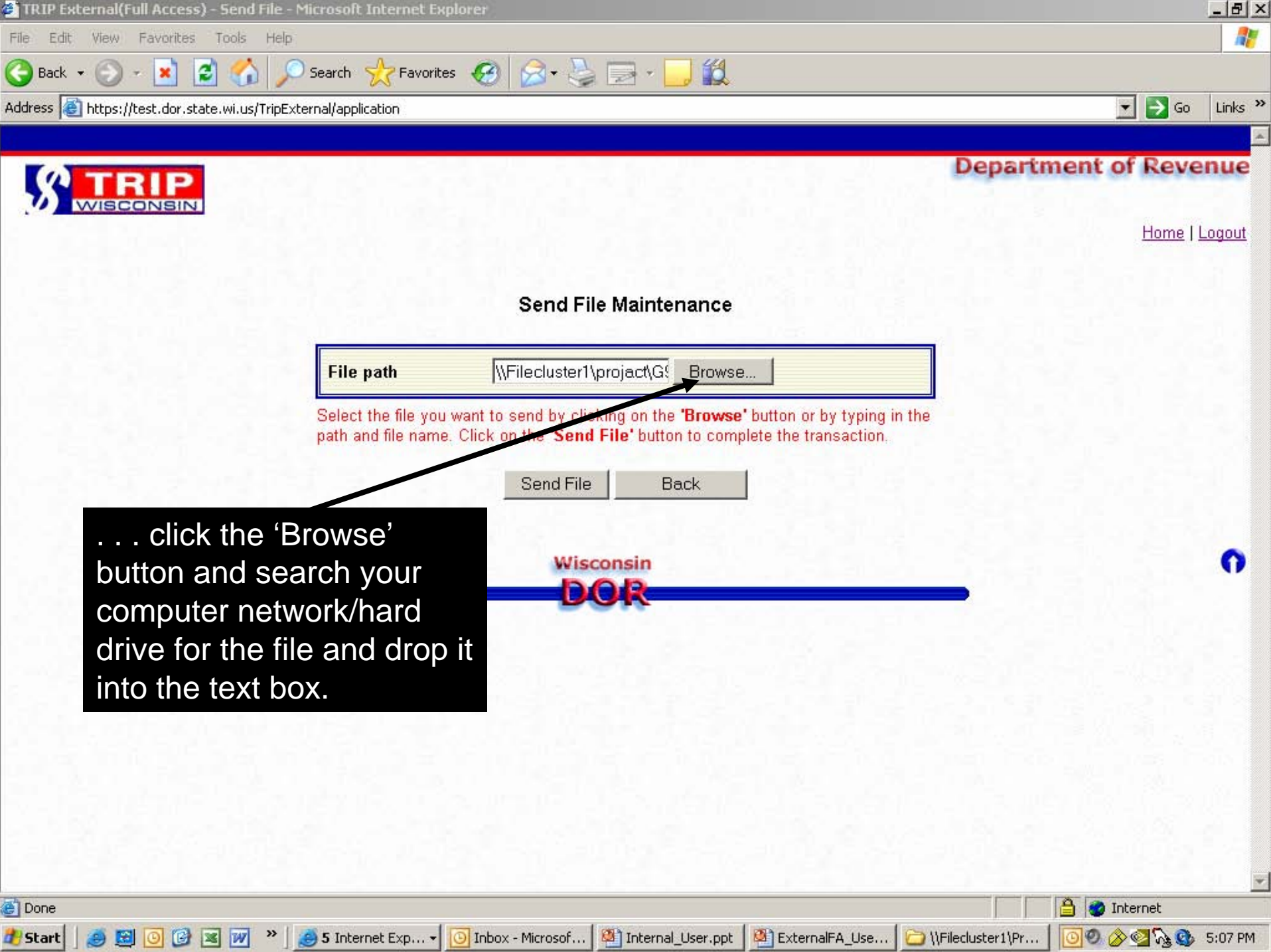
Select the file you want to send by clicking on the **'Browse'** button or by typing in the path and file name. Click on the **'Send File'** button to complete the transaction.

**Wisconsin DOR**

This is the 'Send File Maintenance' page. You can either type the path and file name of your file into the text box, or . . .

Done

Start Internet Exp... Microsoft Power... Inbox - Microsof... Microsoft Excel G93A 060627.d... 4:32 PM



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### Send File Maintenance

File path

\\Filecluster1\\project\\G...

Browse...

Select the file you want to send by clicking on the **'Browse'** button or by typing in the path and file name. Click on the **'Send File'** button to complete the transaction.

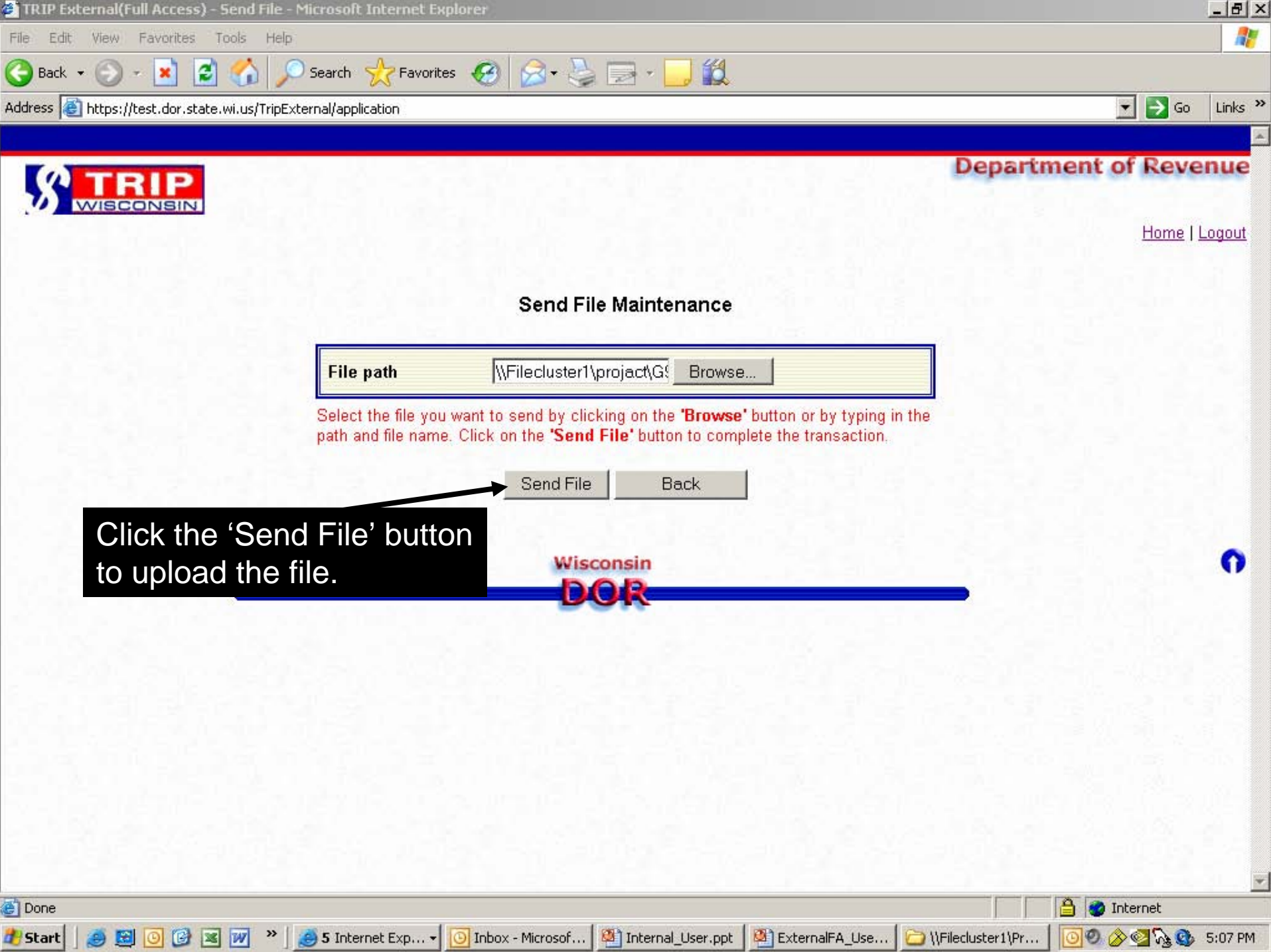
Send File

Back

... click the 'Browse' button and search your computer network/hard drive for the file and drop it into the text box.

Wisconsin  
DOR





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### Send File Maintenance

File path

\\Filecluster1\project\G...

Browse...

Select the file you want to send by clicking on the **'Browse'** button or by typing in the path and file name. Click on the **'Send File'** button to complete the transaction.

Send File

Back

Click the 'Send File' button to upload the file.

Wisconsin  
**DOR**



### Send File - File Upload Confirmation

File has been uploaded successfully and the number of records uploaded are : 5

Click **OK** to return to the Send File page.

Click **Back** to go back to the Main Menu.

This brings up the 'Send File – File Upload Confirmation' page which tells you that your file was uploaded successfully and how many records were in the file.





### Send File - File Upload Confirmation

File has been uploaded successfully and the number of records uploaded are : 5

Click **OK** to return to the Send File page.

Click **Back** to go back to the Main Menu.

If your upload was unsuccessful an error message would be displayed and you would have to correct the data in the file before trying to upload it again.





### Send File - File Upload Confirmation

File has been uploaded successfully and the number of records uploaded are : 5

Click **OK** to return to the Send File page.

Click **Back** to go back to the Main Menu.

From this page you can return to the 'Send File' page (click 'OK') or go to the 'Main Menu' page (click 'Back').

